



Application for the Utah State Office of Education Political Science Endorsement

This endorsement is attached to an Educator License with an Elementary, Secondary, or Special Education area of concentration. A person with an Educator License who completes the requirements for a Political Science Endorsement will receive an endorsement allowing them to teach Political Science courses.

Applicant Information

Name _____ Date submitted _____

Cactus ID (preferred) _____ or SSN _____

District _____ School _____

Major _____ Minor _____

Home Address _____

Home Phone _____ Work Phone _____ Email _____ City _____ State _____ Zip _____

Check One: _____ This is an application for the Political Science Endorsement (see below)
_____ This is an application for a State Approved Endorsement Plan (SAEP) for the Political Science Endorsement (see page 2)

There are two ways to earn the Political Science Endorsement.

1. Completing university or college coursework with grades C or better in all required courses, or other approved professional development courses approved by USOE and entered in CACTUS.
2. Demonstrated Competency.

Instructions for Completing and Submitting the Application

1. Fill in the Applicant Information (above) and check the courses completed that satisfy each of the Requirements (see pages 3, 4).
2. For university courses, attach official transcripts (internet transcripts are not acceptable). For professional development courses, attach a copy of the CACTUS report, with courses highlighted. In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education." If this is the case, submit either a syllabus from the course or a letter from the instructor or department verifying that the course meets the requirement.
3. Print the Political Science Endorsement Checklist and check completed coursework.
4. Send the Application Form, highlighted transcript, and the Endorsement Checklist with a \$40.00 processing fee to:

Utah State Office of Education
Attn. Janet Strong
Educator Quality & Licensing
250 East 500 South
P.O. Box 144200
Salt Lake City, UT 84114-4200

For Further Information contact: Tom Sutton, Social Studies Specialist-- tom.sutton@schools.utah.gov

State Approved Endorsement Program (SAEP)

1. An approved SAEP for the Political Science Endorsement allows a secondary teacher to teach Political Science classes while working on the endorsement—meaning they are not highly qualified in Political Science.
2. The applicant has two years from the date the SAEP is approved to complete all requirements for the endorsement (see pages 3, 4).
3. The applicant must have a minimum of nine hours toward the endorsement before applying for the SAEP. (The applicant must document the minimum of nine hours on this application by attaching an official transcript as evidence.)

Submitting the Application

1. Print and complete the Endorsement Application Form (page 1).
2. The processing fee is \$40.00.
3. Attach official Transcript(s) and/or CACTUS printouts with the relevant courses highlighted. Internet transcripts are not acceptable.
4. Send the completed application, official transcripts, and processing fee to:

For State Approved Endorsement Program (SAEP) (paid by district or charter school):

Office of Education
Attn: Stephanie Ferris
Utah State Office of Education
Educator Quality & Licensing
250 East 500 South
P.O. Box 144200
Salt Lake City, UT 84114-4200

For Further Information contact: Tom Sutton, Social Studies Specialist-- tom.sutton@schools.utah.gov

Political Science Endorsement Checklist

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

1. Introduction to Political Science

- ☐ BYU PL SC 101R
- ☐ SUU POLS 2300
- ☐ U of U POLS 2300
- ☐ USU POLS 2300
- ☐ UVU POLS 1010
- ☐ WSU POLS 2300
- ☐ Other – Complete the box at the right

Name of Course:

Date Completed _____ # Hours _____

University _____

2. National Government

- ☐ BYU PL SC 110
- ☐ SUU POLS 1100
- ☐ U of U POLS 1100
- ☐ USU POLS 1100
- ☐ UVU POLS 1100
- ☐ WSU POLS 1100
- ☐ Other – Complete the box at the right

Name of Course:

Date Completed _____ # Hours _____

University _____

3. State Government

- ☐ BYU PL SC 311
- ☐ U of U POLS 3030
- ☐ USU POLS 3150
- ☐ UVU POLS 3030
- ☐ WSU POLS 3760
- ☐ Other – Complete the box at the right

Name of Course:

Date Completed _____ # Hours _____

University _____

4. Law-Related Education

- ☐ BYU PL SC 360
- ☐ SUU POLS 3510
- ☐ U of U POLS 3200
- ☐ USU POLS 3120
- ☐ UVU POLS 3250
- ☐ WSU POLS 4060
- ☐ Other – Complete the box at the right

Name of Course:

Date Completed _____ # Hours _____

University _____

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

5. Specialized Political Science Course

- ☐ BYU
☐ SUU
☐ U of U
☐ USU
☐ UVU
☐ WSU
☐ Other – Complete the box at the right

Name of Course: _____

Date Completed _____ # Hours _____

University _____

6. Specialized Political Science Course

- ☐ BYU
☐ SUU
☐ U of U
☐ USU
☐ UVU
☐ WSU
☐ Other – Complete the box at the right

Name of Course: _____

Date Completed _____ # Hours _____

University _____

7. Teaching Methods in Social Studies

- ☐ BYU SC ED 377R (Secondary)
☐ BYU ELED 365 (Elementary)
☐ SUU SOSC 4900 (Secondary)
☐ SUU ELED 3490 (Elementary)
☐ U of U TL 5380
☐ USU SCED 3500
☐ UVU HIST 4250 (Secondary)
☐ UVU EL ED 4530 (Elementary)
☐ WSU HIST 4500
☐ Other – Complete the box at the right

Name of Course: _____

Date Completed _____ # Hours _____

University _____

8. Praxis Test

☐ 0930

Date Taken _____

Score _____